

November 1, 2002

Mr. Tim Vitkus
Survey Project Manager
ORAU
P.O. Box 117, Mail Stop 19
Oak Ridge, TN 37831-0117

SUBJECT: RESEARCH AND TEST REACTOR DECOMMISSIONING SUPPORT,
JCN J-3036

Dear Mr. Vitkus:

This letter is to request a proposal from the Oak Ridge Institute of Science and Education (ORISE) for the performance of the enclosed Statement of Work (SOW) under Job Code J-3036 for the Nuclear Regulatory Commission (NRC), Office of Nuclear Reactor Regulation. The enclosed SOW details the required work and should be used as the basis for proposal preparation.

Cost Proposal

Use NRC Form 189, "DOE Laboratory Project and Cost Proposal for NRC Work," for cost proposals for basic work orders. The form includes instructions for completion. Also submit a spending plan as part of your cost proposal. Guidance for completion of the plan is contained in the instructions portion of the NRC Form 189.

Technical Proposal Content

As a minimum, the technical proposal must contain the following:

- A discussion to substantiate the laboratory's understanding of the scope of work.
- A discussion of the laboratory's technical approach to meet the project's objective.
- A discussion of the experience and capabilities of key personnel and the laboratory in performing similar work.
- Identification of key personnel and the number of staff hours that will be committed to completion of work. Resumes for key personnel must be included.
- Identification of administrative support personnel and/or facilities needed to assist professional personnel in completing work.
- A discussion of any potential organizational conflict of interest issues.
- A discussion of anticipated problem areas or deviation from the NRC's Statement of Work.

Mr. T. Vitkus

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The proposal must be submitted within 15 calendar days from receipt of the request for proposal. Work under this project is anticipated to be unclassified. The proposal should be sent in an original and two copies to the U.S. Nuclear Regulatory Commission, Attention: Winston W. Liu, Office of Nuclear Reactor Regulation, Division of Regulatory Improvement Programs, Mail Stop O12-D3, Washington, D.C. 20555.

Questions concerning this request should be addressed to Winston W. Liu at 301-415-3148. Thank you for your assistance in this matter.

Sincerely,

/RA/

William D. Beckner, Program Director
Operating Reactor Improvements Program
Division of Regulatory Improvement Programs
Office of Nuclear Reactor Regulation

Enclosures: Statement of Work
NRC Form 189 with Instructions

Mr. T. Vitkus

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ADAMS ACCESSION NO.: ML022890577

TEMPLATE #: NRR-106

OFFICE	RORP:PM		RORP:SC		DRIP:SA		RORP:PD	
NAME	WEresian:rdr		PMadden		WLiu		WBeckner	
DATE	10/ 17 /02		10/ 17 /02		10/ 31 /02		10/ 31 /02	

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Statement of Work for
JCN J-3036

TITLE: Research and Test Reactor Decommissioning Support,
JCN J-3036

JCN: J-3036

BAR NUMBER: 320-15-101-126

PROJECT MANAGER: Winston W. Liu (301)415-3148

TECHNICAL MONITOR: Warren J. Eresian (301)415-1833

TAC NUMBER: Assigned to each task order.

NRR PRIORITY: Assigned to each task order.

BACKGROUND

The GPU Nuclear, Inc/ Saxton Nuclear Experimental Corporation Facility is nearing completion of the dismantlement and decontamination of its reactor facility. The next step in the license termination process will be the performance of a Final Status Surveys(FSS) by the licensee. This task order is for an in process review of the adequacy of the surveys.

OBJECTIVE

The objective of this task is to assist the NRC staff in a evaluation of the FSS at Saxton by utilizing the expertise at the Oak Ridge Institute of Science and Education (ORISE) in the application of the Multi-Agency Radiation Survey and Site Investigation Manual (MARSSIM). In addition, the ORISE capability to perform laboratory analysis of soil and water samples will be used to confirm the licensee's laboratory results. The FSS data will become a factor in the NRC decision to terminate the reactor license and release the facility for unrestricted use.

TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED

It is the responsibility of the contractor to assign technical staff, employees, subcontractors, or specialists who have the required educational background, experience, or combination thereof to meet both the technical and regulatory objectives of the work specified in this Statement of Work (SOW). The NRC will rely on representations made by the contractor concerning the qualifications of personnel assigned to this task order including assurance that all information contained in the technical and cost proposals, including resumes, is accurate and truthful.

WORK REQUIREMENTS AND SCHEDULE

<u>Tasks</u>	<u>Schedule Completion</u>
1. Develop a plan that identifies which FSS activities and data that are to be evaluated and the acceptance criteria. Submit the plan for NRC approval.	Three weeks after contract awarded
a. Propose a site visit schedule to observe the activities and collect the data required to evaluate the FSS. Specify the personnel to be utilized for these visits.	Accompanies the plan submission
b. Identify the number and type of split samples (soil and water) to be taken for laboratory analysis.	Accompanies the plan submission
2. Submit a draft report that details the acceptability or unacceptability of the FSS based on the data gathered under the plan.	One month after completion of data gathering described in the plan
3. Submit a final report that incorporates NRC comments on the draft.	One month after receipt of NRC comments
4. If the FSS is unacceptable, prepare a proposal for a confirmatory survey.	One month after issuance of the report.

LEVEL OF EFFORT

The level of effort is estimated 5 person-months.

PERIOD OF PERFORMANCE

The period of performance for this project is November 1, 2002 through September 30, 2003.

PROCEDURES FOR PLACING TASK ORDERS UNDER THIS PROJECT

1. When the need of a task order arises, the NRC Project Manager will contact the ORISE Project Manager to discuss the work requirements and determine the availability of personnel to perform the work. The NRC Project Manager will then provide a task order Statement of Work and request a written proposal; the NRC Project Manager will identify the NRC Technical Monitor for the task order. The laboratory shall respond to the written task order request with a proposal that provides the technical and cost information as specified in NRC Management Directive 11.7, "NRC Procedures for Placement and Monitoring Work with the Department of Energy."

2. After reaching agreement on the above with the ORISE Project Manager, the NRC Project Manager will issue the task order. The task order will include the agreed upon Statement of Work and will state the cost ceiling established to complete the task order.
3. Task orders will be consecutively numbered. The task order will include the NRC Technical Assignment Control (TAC) number and NRR priority number.
4. Within ten working days after receipt of the task order, the ORISE Project Manager shall acknowledge receipt and acceptance of the task order by signing the task order transmittal letter in the space provided and returning the original of the letter to the NRC Project Manager.
5. In the event the need for a work scope or cost ceiling modification is required after acceptance of the task order, the NRC Project Manager or ORISE Project Manager requesting the change shall initiate contact with the other to reach agreement. Any resulting modification will be confirmed in writing to the ORISE Project Manager.
6. If it becomes necessary to stop work or terminate a task order, the NRC Project Manager will verbally notify the ORISE Project Manager. All stop work orders or terminations will be confirmed in writing to the NRC Project Manager within ten working days of the verbal notification.
7. In case of urgency, the NRC may request that DOE have its laboratory immediately begin work before a definitive task order under an existing DOE-approved task ordering agreement can be negotiated. Accordingly, DOE may verbally authorize the DOE laboratory to begin work on the task order, subject to a monetary limitation established for the task order, after DOE obtains a certification of funds availability. When this accelerated procedure is requested by the NRC, the DOE agrees to begin promptly negotiating the terms of the task order under the existing agreement. Once agreement is reached, a definitive task order is issued, and the NRC office shall document reasons for the urgent action.
8. Funds will be obligated incrementally commensurate with the number of task orders issued and the level of effort required to complete the task orders for the fiscal year plus a reasonable carry-over.

DELIVERABLES

Monthly Letter Status Report

The Monthly Letter Status Report (MLSR) shall be delivered to the NRC Project Manager with copies to the NRC Technical Monitor for each active task under the contract, to Sue Decker and Tanya Champion, Office of Nuclear Reactor Regulation, and to Mary Lynn Scott, Contract Management Center, NRC Division of Contracts. See attached sheets for format and content of the MLSR. The MLSR is to be issued no later than the 20th of the month and a total of the month ending (or billing cycle) costs is to be provided to the NRC Project Manager (at WCL2@nrc.gov) no later than the 15th of the month.

Technical Reporting Requirements

1. A draft plan for evaluation of the FSS.
2. A final plan for evaluation of the FSS that incorporates NRC comments.
3. A draft report of the FSS evaluation results.
4. A final report of the FSS evaluation that incorporates NRC comments.
5. (optional) Propose a confirmatory survey if the FSS was found to be unacceptable.

MEETINGS AND TRAVEL

The travel to the licensee site is approved commensurate with the approved plan.

NRC-FURNISHED MATERIALS

The contractor will be furnished a copy of the NRC approved License Termination Plan and the Final Status Survey that was submitted by the licensee.

OTHER APPLICABLE INFORMATION

The work specified in this SOW is licensee fee recoverable